

Patient Participation Group Meeting held at The Stag Medical Centre

Minutes of Meeting Thursday 16th June 2016 at 3.00pm.

Present

Jenny Drew (Chair)
Tony Drew (Website)
Elaine Laurie (Secretary)
Jean Toner (Practice Manager)
Iris Wilde (Treasurer)
Peter Appleby (Treasurer)
Christine Pigg
Pippa Harder
Heather Hind
Margaret Dennis
AA Zaidi

Apologies

Tony Robinson (Vice Chair)
Eileen Brookes (Newsletter)
Len Wilson
Gill Stokes

Abbreviations used:

Care Quality Commission	CQC
Clinical Commissioning Group	CCG
Clinical Reference Group	CRG
National Association of Patient Participation	NAPP
Rotherham, Doncaster and South Humber NHS Trust	RDaSH
Dementia Action Alliance	DAA
Active Always	AA
Enhancement Service Specification	ESS

Chair - Jenny Drew.

Ground Rules Reminder (on laminate cards)

Terms of Reference (on laminated cards)

- 1.0 Welcome and introduction
- 1.1 Jenny welcomed group members
Apologies were noted.
- 2.0 Group Business:
 - 2.1 Approval of minutes of last meeting held Thursday 12th May 2016.
 - 2.2 Matters arising
 - 2.3 No matters arising.
- 3.0 Admiral Nurse Campaign Feedback re meeting with Elizabeth Goss-Hill and Russel Byrnes - Jenny (on behalf of Len)
 - 3.1 Rotherham Alzheimer's group are wanting an Admiral Nurse and Beth Goss would like to be an Admiral Nurse and that is as far as we have gone at the moment, Jean was going to a meeting to discuss how we could use the locality enhanced service (LES) money. Will get her report at a later date. Len had a meeting with Russel Byrnes and he is still interested in having an Admiral Nurse in post.
- 4.0 Photo Competition - Tony Drew
 - 4.1 Tony had the photos on the laptop so the group had a look and took a final vote on the pictures and the top three were decided.
First prize is for the Robin picture. Second prize a Superb Starling picture and the third prize is the picture of the Gorilla. We will pick a few more picture to replace the ones that have been sold already from the Stag and Rose Court surgeries. This will be sorted by the next meeting. Pippa and Tony Drew to organise.
- 5.0 Carers corner social event - Pippa and Elaine
 - 5.1 The Carers promotion leaflets which Pippa produced have been distributed in the surgeries and one or two of the PPG went to the surgeries and talked to a few patients and handed out leaflets. We are trying to market it more effectively.
- 6.0 Meningitis vaccination awareness campaign - Jean.

- 6.1 Jean is going to get and put some leaflets on meningitis in the surgeries which are mainly targeting students that have returned home from university or may be going to university in September. Jean wants to get a campaign to persuade parents to encourage their children to take up the offer of protecting themselves with the meningitis vaccine. Currently, schools do give sixth form students the vaccine so they are protected against meningitis.
- 7.0 Newsletter feedback - Jenny
- 7.1 Jenny held a sub group meeting from which Eileen will produce the newsletter content.
The topic are:- Help for Carers, Carer registration with the Practice, welcome to new Staff and goodbye to Linda from admin who has retired from the Practice. Meningitis awareness, information on repeat prescription and Practice inspection by the Care Quality Commission (CQC). A copy of the draft newsletter content will be circulated to members for approval.
- 8.0 News from the Practice.
- 8.1 Jean was unable to attend so we will catch up at the next meeting.
- 9.0 Any other business (limited to 2 items)
- 9.1 No other business.
- 10.0 Next Meeting at 5.30pm. 14th July 2016
Meeting closed 3.40pm

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